

**LUCAS COUNTY WORKFORCE DEVELOPMENT AGENCY (LCWDA)  
LIMITED FUNDS AND PRIORITY SERVICE TO ADULTS INTERIM POLICY**

Background: WIA Regulations Part 663.600 and ODJFS WIA Guidance Letter #2-2000 require that the Lucas County Workforce Investment Board (WIB) determine when a limited funding situation exists and define who will be given priority of service when funds are limited.

Policy: A limited funding situation shall be deemed in effect when Lucas County Workforce Investment Act (WIA) Adult funding has expended and/or obligated 75% of the available Adult funds for Intensive and/or Training services. Obligated shall be defined as the amount of money for registered participants that it would take to finish the Intensive and/or Training services to that customer. The funds will be monitored at the end of each quarter to determine if they are limited.

Once the county has entered a limited funding situation, the priority system shall take effect and govern the enrollments to ensure those most in need are served. Priority for intensive and training services will be given to those WIA eligible adults who are low income, as defined in the WIA Act, Section 101 (25) or receiving public assistance, and are county residents. As with all enrollments, veterans will be given preference.

Action: When a limited funding situation exists and the priority of service is instituted, staff and subcontractors must enroll into intensive and training services only those core customers who are receiving public assistance or are considered low income, with preference given to veterans. The public assistance or the reason for low income must be documented in the participant files. Veteran status must also be documented. Core services will remain open to the universal customer.